



UNIVERSITY *of* WEST FLORIDA

HISTORIC TRUST

BRINGING HISTORY TO LIFE

Monday

May 23, 2022

**MEETING OF THE
BOARD OF DIRECTORS**



UNIVERSITY *of* WEST FLORIDA
HISTORIC TRUST

AGENDA

May 23, 2022 - Noon

1. Opening of Meeting/Introductions
 - a. Attendance Roll
2. Public Comments
3. Approval of Minutes
 - a. Board of Directors Meeting: March 21, 2022
4. Additions to the Agenda
5. Adoption of the Agenda
6. President's Update- Dr. Martha Saunders
7. Advancement Report - Mr. Howard Reddy
8. Executive Director Report – Mr. Robert Overton
9. Treasurer's Report – Mr. Charlie Switzer
 - a. Budget Approval - FY 22-23
10. Committee Reports and Recommendation
 - a. PMA Board Report - Mr. Edward Tisdale and Mr. Nick Croghan
 - b. Property and Collections Committee - Mr. Dave Luttrell
11. Old Business
 - a. Parking
 - i. Premium Parking Proposal - Rob
 - ii. City of Pensacola Parking - Lissa Dees
12. New Business
13. Chair's Comments
14. Adjournment
 - a. Next meeting: July 25, 2022



UNIVERSITY of WEST FLORIDA
HISTORIC TRUST

**Minutes of the Meeting of
March 21, 2022**

DIRECTORS PRESENT: Mr. Collier Merrill, Dr. Martha Saunders, Mr. Scott Barrow, Mrs. Suzanne Lewis, Mr. John Peacock, Dr. Amy Mitchell-Cook, Mr. Charlie Switzer, Mrs. Pamela Schwartz, and Mr. Edward Tisdale.

DIRECTORS ABSENT: Mrs. Teri Levin, Dr. Della Scott-Ireton, Mr. David Luttrell, Dr. Lornetta Epps, and Ms. Noemi Gaytan.

STAFF PRESENT: Mr. Robert Overton, Mr. Howard Reddy, Mr. Nicholas Croghan, Mrs. Anna Wall, Mr. Ross Pristera, Ms. Claire Stewart, Mrs. Adrienne Walker, and Ms. Amy Eve.

INVITED GUESTS PRESENT: Mr. Philip Olivier, Mr. Logan DeVries, and Ms. Jessica Scholl.

PUBLIC PRESENT: Ms. Claudine Kriss.

1. Opening of Meeting: Mr. Merrill called the meeting to order at 12:06 p.m. The presence of a quorum was noted.
2. Public Comments / Questions: Ms. Kriss thanked the Historic Trust for their help with the Great Gulf Coast Arts Festival, and they are looking forward to next year.
3. Approval of Minutes: Mrs. Schwartz pointed out a few typos in the minutes. She made a motion to approve the minutes with the mentioned corrections, and Mr. Switzer seconded. They were approved unanimously.
4. Additions to the Agenda: None
5. Adoption of the Agenda: The agenda was adopted with Dr. Epps making the motion and Mr. Peacock seconding.
6. University Update: Dr. Saunders provided the University update stating that things are very busy at present. So far this year, athletics is up in rankings. The university has updated Covid protocols for staff and students. Dr. Saunders announced that there would be a change in the governing accrediting body for the state universities. This will require a great deal of work on the part of the universities. The State is pushing to get out of SACS, and the university is required to be accredited. All of Florida will need to find reaccreditation, including

UWF. The governor will approve it once we find a new home. In the upcoming budget, which is waiting on the governor to sign, UWF has a \$6 million increase to its base budget, with \$4.5 million to increase the nursing program. There is also money for deferred maintenance and UWF is updating the buildings' HVAC and roofs and other deferred maintenance items. Dr. Saunders ended her report by thanking every member of the local legislative delegation for working hard for us. She also mentioned some funding for the Historic Trust. Mrs. Schwartz asked about Cyber security.

7. Advancement Update: Mr. Reddy provided the Department of Advancement update. They are at \$5.5 million for this fiscal year, with the annual fund up to \$1.5 million for the year to date. There are 6,099 donors and 74 major gifts for the year-to-date, which is a 68% increase from last year. The alumni goal is currently at 70%. Mr. Reddy concluded his report by asking the Board not to forget that the UWF Annual Day of Giving is April 14, 2022.
8. Executive Director Report: Mr. Overton shared his report. Overall, site visitation for the year to date is up 161% since this time last year, with the previous year only having 32,547 visitors and this year having 85,146 guests. Spring break was last week for schools around the area. The site was very active, ending the week with almost \$6,500 in museum store income. Our request to the state legislature for additional state funding has made it into the final budget. The proposal is for non-recurring funds in the amount of \$750,000. We worked with Representative Jayer Williamson through the Tourism and Economic Development Committee on this request. Representative Broxson is our sponsor in the Senate, and Representative Jenna Persons-Mulicka, of Fort Meyers, is our sponsor in the house. Mr. Overton asked Mr. Pristera to explain the ongoing building maintenance and classroom renovation.
 - a. Mr. Pristera discussed that the work on the Bowden building classrooms is still in progress. Wall graphics will go in a few weeks, and he has ordered the updated technology. He hopes to have everything completed in April.After Mr. Pristera explained the occurring maintenance, Mr. Overton began notifying the Board of grant updates. If the State Department's budget does not change for the 2022-2023 proposed fiscal year, the Historic Trust will receive a \$45,171 grant to repair and restore the windows at the 1871 Dorr House. Mr. Overton then announced the success of the Historic Trust's Community Day on March 5th. He said that all the museums were free while special programs, such as the Pensacola Museum of Art's live mural cubed paintings, were offered throughout the day. Mrs. Sheyna Marcey told him that they had over 900 visitors attend the event. He concluded his report with a final reminder to the Board of the Bootleg Ball Fundraiser coming up on April 2, 2022. Due to Covid cases at the beginning of the year, the committee rescheduled the event from January to April. The event is paid for by our sponsors. Wescon Corp. donated \$5,000 to sponsor the band, Pure Pilates donated \$5,000 for the bar, Levin Rinke Realty provided \$5,000 for the food, and the Bottle Shop donated wine. Jitterbug and Shutterbug provided a coffee bar and photo booth. Classic City Catering will cater the event, and the band is the King of Swing Octet. All of our sponsors

have confirmed that they will continue their sponsorships. After today's meeting is adjourned, the Board is invited to the Lear House to try the Bootleg Ball's specialty drinks.

9. Treasurer's Report: Mr. Switzer presented February's Income Statement and Balance Sheet. The total income for February was \$85,310.25, and the total expenses were \$106,418.31. The UWF Historic Trust had a monthly expense-over-income of \$21,108.06 and a year-to-date income-over-expense of \$161,361.24. This month, there continued to be an increase in admissions and special event income, resulting in increased expenses associated with operational costs. While returning to a more regular operations schedule, the numbers anticipated last spring do not correctly reflect current activity and needs. So, the budget projections are revised for 2021-2022 with an included update and adjusted year-end budget in the February income statement for review. Mrs. Schwartz motioned for approval, and Mrs. Lewis second. It was approved unanimously.

10. Committee Reports and Recommendations:

- a. PMA Board Report: Mr. Tisdale provided the Board with the Pensacola Museum of Art's Board of Director's report. The art museum closed its 68th annual *Youth Art Focus* exhibition at the end of February. Despite canceling school tours due to the Omicron spike, it was a really successful partnership with Escambia County School District. Over 1200 visitors saw the exhibition, including 500 students, chaperones, and educators that received free admission.

An additional 400 visitors were welcomed to the first-ever Youth Arts Day on Saturday, February 12th. This free program was a partnership with the Pensacola Opera, Pensacola Children's Chorus, and the Pensacola Little Theater that allowed students to experience the variety of arts in Pensacola.

Moreover, the virtual tours of *Youth Art Focus* have been viewed over 300 times. Eight artists painted new murals on the CUBES in Museum plaza over the weekend of March 5th. The live painting event coincided with the Trust's Community Day and drew hundreds of visitors to the plaza.

Three new exhibitions opened on Friday, March 11th: *The Members Show*, *Into the Mirror: Carrie Ann Baade*, and *Exploring Natural Pigments*.

There were over 240 visitors at the Art Museum's opening spring reception - it felt like a return to pre-Covid times! Over 90 members have artwork in *The Members Show*, including many new museum members. In addition to the exhibition opening reception, they hosted an opera talk, an artist talk by Carrie Ann Baade, a lecture by Dr. Matthew Pettway, an Impact 100 membership event, and a reception for the Women in Leadership conference. We have also been very busy this month! Earlier in March, the Collections Committee met, and they will be submitting new potential acquisitions to the PMA Board at the next meeting in April. There was not an Executive Committee meeting this month. Nick is still out of the office getting treatment but has been checking in remotely and working on a few

projects. In the meantime, we've brought on contract help to assist with projects as needed. We miss him very much!

- b. Property and Collections Committee (PCC) Report: The PCC reported their meeting on Feb 28th. 13 Gifts and Loans were reviewed and brought to the Board for approval. Mrs. Lewis made a motion for approval of the gifts and loans and Mr. Barrow second. They were unanimously approved.
 - i. Exhibit Updates: The items from *9/11 Remembered* have been sent back to New York, and the new map exhibit, *Visualized Landscapes*, will go in its place. *Capturing Shadows*, a history of photography exhibit, will also be opening soon. The *2000 Men* exhibit on the history museum's third floor had lots of press throughout February. A local woman, Mrs. Jane Peaden, donated artifacts from her past international travels that the exhibit staff will highlight in a collection at the Voices Multicultural Center. In addition, the team is working on an online transcription project upcoming this year.
 - ii. Arcadia Mill and Archives Updates: Arcadia received an FHC Grant for hosting the Admiring Hush Arbor event, and a partnership with FPAN is creating new archaeological tours and programs. The PCC announced that there are bears in Arcadia. Mrs. Lewis mentioned some reaching out to the Florida Wildlife or to Waste Pro for possible opportunities or grants to bear-proof the garbage cans.
 - iii. Since the Archives were slow during the holidays, the volunteers have been helping with reorganizing, and they have made lots of progress.
 - iv. Hurricane Updates: Mr. Pristera reported that he submitted the final repair costs, and they are working to close it out.
 - v. Additional Updates: The costs to cover the Train are high, and Mr. Pristera is working on updated quotes with vendors.
 - 1. The *Taste of History* food show provided great exposure for our historic village.
 - 2. Next week the Historic Trust is hosting the annual membership dinner at the Museum of Commerce. Mrs. Margo Stringfield and Mrs. Cathy Parker will provide a presentation, and Foodways will be catering a buffet dinner blending Pensacola's different cultures.
 - 3. Street closure talks are in progress. Mr Overton is working with the City on a plan to narrow Zaragoza Street in front of the Historic Village. The City's Engineering department is working on establishing the costs. Once those costs are decided, they will go to PCC and then come to the Board.
 - 4. In conclusion, Mr. Barrow added a thanks for the help in updating the website on the Murals and a reminder about the Repast dinner showcasing the San Carlos Hotel in Museum Plaza on April 28th. They are targeting 250 people for the event.

11. Old Business:

- a. Premium Parking submitted an unsolicited proposal to take on management of our Tarragona Street parking lot. They are offering a guarantee of \$5,000 per month. We will also receive a number of parking passes to use for the Board and Officers. One-time passes can also be purchased, as well as discounted passes for staff. After the revenue reaches \$150,000 over expenses, the Historic Trust will get 20%. We are currently with the City, which rolled over from the Downtown Improvement Board. Mr. Merrill asked that the Board approve that he and Mr. Overton oversee the drafting of this agreement. Mr. Philli Olivier with Premium Parking was present and thanked the board for their consideration. Mrs. Swartz asked whether there would be boots used in this lot for violators and Mr. Oliver assured her that they would not boot cars. It will be a 24/7 pay-for-parking lot and enforced with citations. Mr. Olivier stated he would replace the lot's signage. Mrs. Lewis asked how the payment process would work, and Mr. Olivier assured her there are many options to pay either by camera, text, or the app. The app is the easiest to use. Mr. Peacock had questions regarding the cost because visitor parking is just as essential for us as revenue. Mrs. Lewis added that the site should carefully communicate the parking updates to its patrons and Mrs. Schwartz feared that some of the older patrons might complain about the change. At the same time, Mr. Switzer argued that it is the best deal for revenue. As discussion closed, Mr. Switzer motioned to accept once legal counsel approved the agreement and Mr. Tisdale seconded. Once legal counsel approves with the language, Mr. Overton will give the City the required 60-day notice of termination and can sign the agreement with Premium. The motioned carried with Mr. Peacock opposing.

12. New Business: None

13. Chair's Comments: Mr. Merrill thanked attendees for their comments and engagement. Mr. Tisdale added a brief comment about the feasibility study.

14. Adjournment: The meeting was adjourned at 1:30 p.m.

Chairman / Officer

ATTEST: _____
Robert J. Overton, Jr. – Executive Director

Visitation Report			
April, 2022			
Historic Pensacola	Month	2020/21	2021 - 2022
Schoolchildren	477	1,083	1,863
Birthday Parties Attendees	125	0	495
Special Programs Attendees	49	0	1,242
Private Tour Attendees	0	0	44
Special Event Attendees	34,547	18,445	84,593
Admissions ONSITE sales	3,358	2,676	29,087
TOTAL	38556	22,204	117,324
Online Admissions Total	341	1,728	2,621
Pensacola Museum of Art			
Schoolchildren	121	0	332
Birthday Parties Attendees	0	0	0
Special Programs Attendees	264	0	1,556
Special Event Attendees	0	77	1,095
Admissions	602	4,522	6,544
TOTAL	987	4599	9527
Arcadia Mill			
Scheduled Tour Attendees	0	0	53
Participants	0	800	0
Homestead)	1237	9,929	10,099
Special Program Attendees	0	0	106
Tickets Sold	87	664	664
TOTAL	1324	11393	10,922
GRAND TOTAL	40867	38,196	140,394

Treasurer's Report

MEMORANDUM

TO: UWF Historic Trust Board of Directors

FROM: Charlie Switzer, Treasurer

SUBJ: Treasurer's Report

DATE: May 23, 2022

Following this Memo is the April Income Statement and Balance Sheet for the UWF Historic Trust.

Total Income April: \$ 74,459.15
Total Expense April: \$ 82,475.27

The UWFHT had a monthly expense over income of \$8,016.12 and a year to date income over expense of \$143,606.43. This month we continued to see the increase in admissions income and also an increase in expenditures related to utilities and operations.

We are also presenting the 2022-2023 Annual Operating Budget for review and approval. We have included projections more in line with the operational activity prior to Covid now that we are seeing a return to normalcy.

**UWF Historic Trust
INCOME STATEMENT**

For Month ending April 30, 2022

	Year to Date		Budget		Year to Date		Adjusted Budget
	April 2021	'April 2021	2020/2021	'April 2022	'April 2022	2021/2022	2021/2022
INCOME							
3005 · ADMISSIONS	8,522.00	46,382.00	130,000.00	26,987.00	231,725.26	96,700.00	148,200.00
3006 · BIRTHDAY PARTIES	0.00	1,660.00	3,500.00	437.50	5,249.50	2,000.00	2,000.00
3200 · EDUCATION PROGRAMS	1,600.00	5,643.58	29,000.00	1,112.00	15,229.00	8,800.00	8,800.00
3300 · CITY/COUNTY FUNDING	86,093.07	86,093.07	202,400.00	0.00	53,396.26	202,400.00	202,400.00
3310 · ESC COUNTY SCHOOL FUNDING	6,000.00	16,000.00	21,000.00	0.00	10,000.00	13,000.00	13,000.00
3320 · SPECIAL PROGRAMS: Ghost tours, Camp, et	105.00	8,779.00	23,500.00	580.00	30,066.78	15,000.00	15,000.00
3350 · GRANT INCOME - Operating Support	6,505.50	23,264.50	25,000.00	200.00	87,538.39	25,000.00	25,000.00
3380 · PARKING	0.00	27,652.89	18,000.00	5,134.21	26,734.21	30,500.00	30,500.00
3400 · MUSEUM STORE	1,726.34	12,979.75	30,000.00	3,404.57	37,222.12	20,000.00	25,000.00
3500 · LEASE/BUILDINGS	17,863.02	106,089.80	130,000.00	12,096.20	150,051.44	131,000.00	131,000.00
3510 · RENTALS/SHORT-TERM	18,259.26	160,051.37	127,000.00	24,310.00	141,777.99	139,000.00	154,000.00
3560 · DONATIONS	128.94	2,623.53	3,000.00	197.67	21,422.70	5,000.00	5,000.00
3570 · RESTRICTED GIFTS	0.00	0.00	11,000.00	0.00	0.00	11,500.00	11,500.00
3590 · RESTRICTED INTEREST-VEAL	0.00	0.00	220.00	0.00	0.00	225.00	225.00
3600 · EARNED INTEREST	0.00	0.00	100.00	0.00	0.85	100.00	100.00
3800 · SHORTAGE/OVERAGE	0.00	-1.71	0.00	0.00	0.06	0.00	0.00
Total Income	146,803.13	497,217.78	753,720.00	74,459.15	810,414.56	700,225.00	771,725.00
EXPENDITURES							
4110 · CONSULTING SERVICE	602.00	7819.50	14,500.00	420.00	7687.00	13,000.00	13,000.00
4113 · PAYROLL	0.00	46000.00	107,000.00	7500.00	47500.00	84,000.00	84,000.00
4115 · MUSEUM-STAFF	2600.00	15861.50	24,500.00	2250.00	26392.00	21,200.00	36,200.00
4120 · AUTO EXPENSE ALLOWANCE	600.00	6000.00	7,200.00	500.00	5000.00	6,000.00	6,000.00
4130 · INSURANCE & SURETY BONDS	1081.00	13547.30	19,300.00	7470.69	19818.69	19,300.00	19,300.00
4133 · PROPERTY MGMT	758.62	7693.60	12,000.00	901.19	8855.17	10,000.00	10,000.00
4135 · AUDITING	0.00	13000.00	13,000.00	0.00	13000.00	13,000.00	13,000.00
4136 · PROPERTY TAX	0.00	705.16	750.00	0.00	0.00	700.00	700.00
4155 · POSTAGE/FREIGHT/EXP.MAIL	262.97	1888.74	4,500.00	0.00	4332.50	3,500.00	3,500.00
4160 · PRINTING & DUPLICATING	404.98	3339.53	19,100.00	3130.80	11576.95	14,000.00	14,000.00
4175 · DUES/SUBSCRIPTIONS	239.95	5695.80	11,000.00	935.00	5853.75	9,000.00	9,000.00
4176 · MEMORIALS	0.00	0.00	500.00	0.00	315.84	300.00	300.00
4180 · ADVERTISING	607.06	16233.02	37,000.00	1675.00	45921.19	37,000.00	47,000.00
4200 · EDUCATION PROGRAMS/SUPPLIES	940.93	14267.06	32,150.00	427.29	13086.49	22,600.00	22,600.00
4210 · MUSEUM STORE PURCHASES	1070.66	5268.68	18,500.00	1250.69	12420.83	10,000.00	15,000.00
4215 · SPECIAL PROGRAMS: Ghost tours, camp, et	0.00	1368.88	11,900.00	1512.59	6874.93	5,200.00	5,200.00
4225 · AWARDS/OTHER	75.00	3100.00	5,500.00	84.06	2734.06	3,500.00	3,500.00
4250 · TELEPHONE	227.57	2259.10	2,000.00	165.46	2232.20	2,000.00	2,000.00
4253 · WATER	223.49	2371.65	3,000.00	5.37	1747.73	3,000.00	3,000.00
4275 · UTILITIES	15041.33	118361.85	65,000.00	17230.67	155313.30	150,000.00	150,000.00
5000 · TRAVEL / PROFESSIONAL DEVELOPMENT	75.00	886.07	15,000.00	327.08	3439.53	7,500.00	7,500.00
5100 · OFFICE CHARGES/EXPENSES	612.50	5682.98	17,000.00	830.55	11315.12	15,000.00	20,000.00
5250 · SPECIAL EVENTS	0.00	1039.27	23,300.00	3384.32	10197.05	6,500.00	6,500.00
6000 · EXHIBITS/COLLECTIONS/CURATORIAL	4795.77	52008.70	100,000.00	7040.06	58495.08	50,000.00	70,000.00
6100 · BLDG/MAINTENANCE & SUPPLIES	3647.77	47774.73	33,500.00	3329.09	48302.69	33,500.00	50,000.00
6135 · CEMETERIES	4700.00	71086.25	70,000.00	9905.63	70491.53	70,000.00	70,000.00
6175 · INDEPENDENT CONTRACTOR	30769.15	81880.21	81,520.00	12199.73	73904.50	85,425.00	85,425.00
7800 · OCO/OTHER CAPITAL OUTLAY	0.00	616.55	5,000.00	0.00	0.00	5,000.00	5,000.00
7900 · GRANT EXPENSES - MATCH	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	69,335.75	545,756.13	753,720.00	82,475.27	666,808.13	700,225.00	771,725.00
NET INCOME	77,467.38	-48,538.34		-8,016.12	143,606.43		
7900 · GRANT EXPENSES *	0.00	18,700.00	65,000.00	0.00	13,499.26	21,500.00	21,500.00
8000 · CURRENT YEAR RESERVES	0.00	0.00	0.00	0.00	0.00	0.00	0.00

UWF Historic Trust
Balance Sheet
 As of April 30, 2022

Apr 30, 22

ASSETS

Current Assets

Checking/Savings

102000 · CASH/MUSEUM CHANGE FUND	1,385.00
103000 · OPERATING ACCOUNT - REGIONS	355,035.58
103100 · SAVINGS/RESERVES - REGIONS	50,494.84
103300 · PMA TEMP RESTRICTED - REGIONS	33,996.61
103700 · ST. MICHAEL'S - REGIONS	5,845.11
106200 · HANCOCK BANK CD/OCC REPAIRS	140,732.28
106601 · PNC CD/VEAL AWARD	38,774.44
108000 · FOUNDATION INVSTMNT ACCNT-ENDOW	1,280,022.65
108249 · PMA Collections Endowment - UWF	50,000.00

Total Checking/Savings 1,956,286.51

Accounts Receivable

11000 · ACCOUNTS RECEIVABLE	980.00
11001 · AR - Short Term Rentals	31,277.24
117000 · ACCOUNTS RECEIVABLE-INTEREST	131.25

Total Accounts Receivable 32,388.49

Other Current Assets

112000 · DUE FROM UNIVERSITY	50,386.00
113001 · DUE FROM UWF FDN DONOR/MEMBER	0.00
113008 · Due from Arcadia Mill	0.00
113009 · Due from UWF FDN - PMA Member	25.00
116000 · OTHER RECEIVABLE-NAI HALFORD	15,227.08
118000 · PRE-PAID INSURANCE	11,306.64
122000 · INVENTORY - ARCADIA MILL	2,277.81
125000 · INVENTORY OF STORES (HPV)	97,982.63
129000 · INVENTORY - PMA	6,219.08

Total Other Current Assets 183,424.24

Total Current Assets 2,172,099.24

Fixed Assets

130000 · LAND	1,010,660.00
131000 · BUILDINGS	5,222,917.59
132000 · FURNITURE AND EQUIPMENT	419,139.80
133000 · FURNITURE, FIXTURES & EQUIP-PHS	9,085.00
134000 · FURNITURE & EQUIPMENT/TTW	8,011.48
134500 · FURNITURE & EQUIPMENT-BARKLEY	17,488.92
134900 · FURNITURE, FIXTURES & EQUIP-PMA	63,973.79
135000 · ACCUMULATED DEPRECIATION	-2,614,034.42

Total Fixed Assets 4,137,242.16

Other Assets

141000 · HISTORICAL PROP/ANTIQUES	125,247.59
149000 · PMA Collection	123,966.27
151000 · Utilities Deposits	834.47

Total Other Assets 250,048.33

UWF Historic Trust
Balance Sheet
 As of April 30, 2022

	Apr 30, 22
TOTAL ASSETS	6,559,389.73
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200000 · ACCOUNTS PAYABLE	11,108.13
Total Accounts Payable	11,108.13
Credit Cards	
110003 · Regions Credit Card	2,219.46
Total Credit Cards	2,219.46
Other Current Liabilities	
201500 · DEFERRED GRANT	10,000.00
201551 · Holding - AME Zion Mag Cem	3,115.69
201560 · Due to - Cemeteries Spc Prjcts	12,000.00
201700 · SALES TAX PAYABLE	
25500 · SALES TAX PAYABLE - WFHPI	1,559.22
201700 · SALES TAX PAYABLE - Other	0.00
Total 201700 · SALES TAX PAYABLE	1,559.22
216100 · PPP Loan	278,690.00
221000 · RENTAL DEPOSITS	78,750.63
221200 · Deposit - Parties and Tours	50.00
221500 · RENTAL DEPOSITS-LONG-TERM LEASE	15,654.42
Total Other Current Liabilities	399,819.96
Total Current Liabilities	413,147.55
Total Liabilities	413,147.55
Equity	
Opening Bal Equity	199,222.40
Retained Earnings	2,856,746.31
296000 · FUND BALANCE/UNRESTRICTED	2,671,237.35
297000 · FUND BALANCE/TEMP. RESTRICTED	143,788.00
297550 · Fund Balance/Temp Rest/PMA Acc	24,872.00
298000 · Fund Balance/Perm Restricted	57,500.00
299550 · Fund Balance/Brd Des/PMA Collec	43,430.00
Net Income	150,330.83
Total Equity	6,147,126.89
TOTAL LIABILITIES & EQUITY	6,560,274.44

UWF Historic Trust
Revenue/General Operations
FY July 1, 2022 to June 30, 2023

REVENUE												GRANTS			
Number	Account Description	1 Director's Office	2 Business Office	3 Memberships	4 Maintenance	5 Museum Operations	6 Museum Stores	7 Events Program	8 Arcadia	9 PMA	Total Operating Revenue	11 SMC	PMA GGAF	DHR	Total Rev & Grants
3005	Admissions					240,000.00					240,000.00				240,000.00
3005	Birthday Parties					5,000.00				600.00	5,600.00				5,600.00
3200	Education Programs					27,000.00			500.00	19,000.00	46,500.00				46,500.00
3300	City/County Funding		202,400.00								202,400.00				202,400.00
3310	Escambia County Schools					7,000.00				10,000.00	17,000.00				17,000.00
3320	Special Programs / Events	10,000.00				3,500.00	15,000.00		500.00	6,000.00	35,000.00				35,000.00
3350	Grants/Other					30,000.00				1,000.00	31,000.00	30,000.00	1,000.00	45,171.00	107,171.00
3380	Parking Revenue		60,000.00								60,000.00				60,000.00
3400	Museum Store Sales						40,000.00			5,000.00	45,000.00				45,000.00
3500	Lease/Buildings		157,000.00								157,000.00				157,000.00
3510	Short-Term Rentals							210,000.00			210,000.00				210,000.00
3560	Donations / Giving	15,000.00								5,000.00	20,000.00				20,000.00
3570	Restricted Gifts	1,000.00								7,000.00	8,000.00				8,000.00
3590	Restricted Gift/Veal		225.00								225.00				225.00
3600	Earned Interest		100.00								100.00				100.00
3800	Overage/Shortage										0.00				0.00
	REVENUES	26,000.00	419,725.00	0.00	0.00	312,500.00	55,000.00	210,000.00	1,000.00	53,600.00	1,077,825.00	30,000.00	1,000.00	45,171.00	\$1,153,996.00

*Grants awarded mid-year will be added to budget reporting

UWF Historic Trust
Expenses/General Operations
FY July 1, 2022 to June 30, 2023

EXPENSE												GRANTS			
Number	Account Description	1	2	3	4	5	6	7	8	9	Total Operating Expenses	11	PMA GGAF	DHR	Total Expenses & Grants
		Director's Office	Business Office	Memberships	Maintenance	Museum Operations	Museum Store	Events Program	Arcadia Mill	PMA		SMC			
4110	Consultation Service	16,000.00	3,500.00							5,000.00	24,500.00				24,500.00
4113	Payroll									84,000.00	84,000.00				84,000.00
4115	Museum/Employee Staff	5,200.00						33,800.00		1,000.00	40,000.00				40,000.00
4120	Auto	7,200.00								0.00	7,200.00				7,200.00
4130	Insurance-Beacon Flood/D & O	1,500.00	12,000.00							6,500.00	20,000.00				20,000.00
4133	Property Management		12,000.00							0.00	12,000.00				12,000.00
4135	Auditing Prep		13,000.00							0.00	13,000.00				13,000.00
4136	Property Tax		7,500.00							300.00	7,800.00				7,800.00
4155	Postage/Freight Expense		4,000.00							1,000.00	5,000.00				5,000.00
4160	Printing & Duplicating	3,200.00	2,500.00	5,000.00		6,000.00	1,000.00	800.00		3,500.00	22,000.00				22,000.00
4175	MBSP/Dues/Subscriptions	8,500.00	10,000.00							1,000.00	19,500.00				19,500.00
4176	Memorials		500.00							0.00	500.00				500.00
4180	Marketing/Advertisement	49,000.00							1,000.00	10,000.00	60,000.00				60,000.00
4200	ED Programs/Supplies					25,000.00			850.00	17,000.00	42,850.00				42,850.00
4210	Merchandise						17,500.00		500.00	4,500.00	22,500.00				22,500.00
4215	Special Programs (Ghost Tours, etc.)	25,000.00				1,750.00	4,000.00		500.00	4,500.00	35,750.00				35,750.00
4225	Awards/Other	2,500.00				300.00				700.00	3,500.00				3,500.00
4250	Telephone/Cell		4,000.00							0.00	4,000.00				4,000.00
4253	Water		2,400.00							600.00	3,000.00				3,000.00
4275	Utilities				50,000.00					50,000.00	100,000.00				100,000.00
5000	Travel/Expense	22,500.00								4,500.00	27,000.00				27,000.00
5100	Office Charges/Expenses	4,000.00	15,500.00							3,500.00	23,000.00				23,000.00
5250	Special Events	1,500.00	2,000.00	4,500.00				7,500.00	500.00	7,500.00	23,500.00				23,500.00
6000	Exhibits/Collections/Curatorial	10,000.00				60,000.00				60,000.00	130,000.00			45,171.00	175,171.00
6100	Bldg Maintenance & Supplies				28,500.00			1,500.00		18,000.00	48,000.00				48,000.00
6135	Landscaping - Cemeteries		70,000.00							0.00	70,000.00	30,000.00			100,000.00
6175	Independent contractor	50,000.00	2,500.00		71,554.00				2,000.00	38,000.00	164,054.00				164,054.00
7800	OCO	20,000.00								0.00	20,000.00				20,000.00
7900	Grant Project Expense (IN/OUT)					45,171.00				0.00	45,171.00		1,000.00		46,171.00
8000	Current Year Reserves									0.00	0.00				0.00
	EXPENSES	226,100.00	161,400.00	9,500.00	150,054.00	93,050.00	22,500.00	43,600.00	5,350.00	321,100.00	\$1,077,825.00	30,000.00	1,000.00	45,171.00	\$1,153,996.00

*Grants awarded mid-year will be added to budget reporting

Pensacola Museum of Art
Board of Directors Meeting
April 21, 2022
Minutes

Board Members Present: Mr. Edward Tisdale, Dr. Patrick Rowe, Mrs. Betty Roberts, Mr. Andrew Spencer, Mr. Chris Heaney, Mr. John Markowitz, Mrs. Kathi Gordon, Mr. Scott Warren, Mrs. Susan Ragan, Mr. James Hosman, and Mrs. Connie Crosby

Board Members Absent: Dr. David Earle, Mrs. Teresa Dos Santos, Mr. Brian Spencer, Mr. Steve Brown, Mrs. Teri Levin, Mrs. Sue Sherrill, Mrs. Nancy Greenfield, and Mrs. Tracey Bryars

Staff Members Present: Mr. Robert Overton, Mr. Nicholas Croghan, Mrs. Anna Wall, Ms. Amy Eve, and Ms. Alli Hays

Public Present: None

Opening of Meeting: Mr. Tisdale called the meeting to order at 4:03 p.m. A quorum was noted.

Review of Minutes: The minutes from the meetings of February 17, 2022, were presented, and no corrections were noted.

Historic Trust's Executive Directors Report: Mr. Robert Overton announced to the Board that plans for the Art Maker Space in the Museum of Commerce are in process again. The Historic Trust submitted its budget request for TDT funds to the county, asking for a \$25,000 increase in funding for the next fiscal year. The 2022/2023 state budget proposal is still awaiting the governor's approval. If he does not veto our request, the site should receive \$750,000 at one time. The Bootleg Ball fundraiser was successful, but we are still waiting on invoices for the total. If the event breaks even, it is still considered successful. However, we are hoping to exceed the \$15,000 in sponsorships. The site had two film crews, HGTV's *Beachfront Bargain Homes* used the village to film the featured Pensacola couple, and a film crew came through on their day trip from New Orleans to highlight the History Museum. They both arrived during the day's school tours. Mr. Overton mentioned that site visitation is doing well, then opened the floor for questions.

PMA Directors Report: Mr. Nicholas Croghan shared a PowerPoint for his director's report. He thanked the board for attending the Bootleg Ball fundraiser, the live mural painting at Community Day, and other events. PNJ article on the members show, Carrie Ann Baede gave an artist talk in March, "Into the mirror." Over 230 people at the opening reception, over 90 pieces in the member show. Synthesis opening reception last Friday, emerging artists and graduating BFA students. 309 punk house event and book signing at PMA last Tuesday. Caitlin Rhea has been working on summer camps, week one is full and week 2 is almost full. She created an artist workshop with Angelica Tilton to create revenue generating workshops. She is revitalizing the PMA Guild partnership. She has also facilitated over \$3,000 in donations and community partnerships. The goal is to partner with IMHC to produce spring break summer camps.

Treasurer's Report: Mr. Scott Warren presented the Financials. The UWFHT reported \$96,446.92 in income for April and the expenses reported totaled \$86,566.86. We had a monthly income over expense of \$9,880.06 and a year to date income over expense of \$153,191.28. This

month we continued to see an increase in admissions and special event income that also resulted in increased expenses associated with operational costs. As we have returned to a more normal operations schedule, the numbers we anticipated last spring are not reflective of current activity and needs so for this reason, we have revised budget projections for 2021-2022 and have included an updated adjusted year-end budget in the March income statement for review.

Executive Committee Report: There was no Executive Committee meeting last month.

Collections Committee Report: Mrs. Kathi Gordon and Anna Wall shared the collection's committee report. They shared several potential donations with the Board for approval. All were approved unanimously.

Curator's Report: Mrs. Anna Wall also presented a PowerPoint sharing images from recent and upcoming exhibitions as well as the acquisitions.

New Business: No new business

Chair's comments: Mr. Tisdale mentioned the Nominating Committee is meeting soon. His terms ends on July 1st and a new Chair and other officers will be needed.

Adjournment: The meeting was adjourned at 4:29 p.m.



Strategic Plan 2022-2025

MISSION

The University of West Florida Pensacola Museum of Art augments the academic and community missions of the University and the UWF Historic Trust Museums by promoting an open and inclusive space for discovery and dialogue rooted in art, ideas and culture. We aim to facilitate the preservation, understanding, and engagement of visual culture from 1850 to the present for audiences in the Northwest Florida region and beyond. We use our collection, interpretive programs, a vital and dynamic exhibition schedule, academic research, and educational offerings to achieve these goals.

VISION STATEMENT

- Create an inclusive community space which increases the visibility of diverse artists and ideas and promotes educational and public programming which facilitates those ideas.
- Build a dialogue between artists, community members, students and the UWF community to share the transdisciplinary interactions of art, culture, the humanities, science and technology.
- Facilitate the creation of new and vital artwork and scholarship through museum-supported projects and increased accessibility to the Museum's permanent collection.
- Serve as a catalyst for cultural growth in Pensacola and as a bridge between UWF's campus and the downtown historic district.

SUMMARY OF THE STRATEGIC PLANNING PROCESS

In 2015, the year before the Pensacola Museum of Art joined the Trust's museum family, the Historic Trust updated its Strategic Plan. Shortly after the initial merger, the PMA began developing its strategic plan. This process was completed in 2017 after Dr. Athena du Pre, Distinguished University Professor at the University of West Florida, led a series of visioning and strategy building sessions with stakeholders, staff, governing authorities, and community members. At this point, the decision was made at the administrative level to allow the two organizations some time to grow together. Each worked towards their strategic goals and shared resources along the way, coordinating organizational decisions to help fulfill each other's missions and goals. Since the initial merger the two organizations have become more integrated and have begun a joint strategic plan process.

In 2021, the Pensacola Museum of Art staff began working with the PMA Executive Committee, the PMA Collections Committee, and other stakeholders including additional board members and UWF staff to revise the plan to ensure alignment with its parent organization. Beginning in May 2021, the UWFHT leadership team met to discuss unified institutional planning. In addition to setting goals for the organization, the planning process also included updating the UWFHT Mission and Vision Statements to specifically address the role of the PMA. (See Appendix 1 for the updated UWFHT Mission and Vision Statements.)

In July 2021, Claire Stewart, UWF Executive Director of Institutional Communications and Annual Giving, coordinated a SWOT analysis of each department at the Historic Trust and a goal-setting session. Each department was tasked with creating goals related to their site's business, visitor experience, curatorial, and education functions. Claire presented the sitewide SWOT analysis and goals at the July UWFHT Board meeting as the first step in writing the Trust's next Strategic Plan. (See Appendix 1). The Board approved this document as an interim Strategic Plan and made a commitment to use this document as the foundation for a formal Strategic Plan to be written during 2022. At that same meeting, the Chair of the UWF Board of Trustees committed to integrating the Trust into UWF's Strategic Planning in 2022.

In February 2022, the PMA Board of Directors, Historic Trust Board, as well as stakeholders and community members were invited to a public meeting at Voices of Pensacola. At this meeting, we sought additional feedback from these groups on current and new objectives, action items, and implementation details. At this time we worked to ensure an alignment was achieved with the Historic Trust's strategic plan for the 2022-2025 period. The final 2022-2025 PMA Strategic Plan was presented to the UWFHT Board for approval on May 23, 2022.

BUSINESS GOALS

1. Advocate for and secure long-term funding for two new staff positions to strengthen the core PMA team.

ACTION	RESPONSIBILITY	TIMELINE	EVALUATION	RESOURCES
Hire full-time Collections Manager/Registrar.	Director	List position for 2023-2024 fiscal year	Successful hire and investment in position	Allocation of Endowment funds and increased earned revenue from attendance growth
Hire part-time Education Assistant position.	Director	List position for 2024-2025 fiscal year	Successful hire and investment in position	Allocation of Endowment funds and increased earned revenue from education programming

2. Build more revenue streams through special events and strategic planning for programs.

ACTION	RESPONSIBILITY	TIMELINE	EVALUATION	RESOURCES
Create a two-year programming plan with projected revenue and non-revenue programs that builds annual revenue growth, factoring in organizational resources and needs of the community and organization.	Curator of Education and Public Programs	Create plan for 2023-2025 fiscal years by January 2023	Director will assess feasibility and completion of the plan in consultation with PMA Staff.	Staff time covered within existing operating budget
Host another Bootleg Ball event, with the goal of raising \$25,000, to be distributed	Visitor Experience Manager	April 2023	Attendee surveys to be conducted by the Visitor Experience Coordinator to gauge event's success;	Event funded by sponsors and ticket sales

between the UWFHT and the PMA			revenue growth to be calculated each year	
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3. In alignment with UWFHT goals, increase annual giving efforts to generate ongoing support and increase goal by 2% annually.

ACTION	RESPONSIBILITY	TIMELINE	EVALUATION	RESOURCES
Develop two-year annual marketing plan for giving and support.	Executive Director of Annual Giving and Institutional Communications	January 2023; plan to be implemented for 2023-2025 fiscal years	Development team will monitor growth of annual giving	Staff time covered within existing operating budget

VISITOR EXPERIENCE GOALS

1. Improve ADA accessibility through improvements to building infrastructure and exhibition design.

ACTION	RESPONSIBILITY	TIMELINE	EVALUATION	RESOURCES
Initiate a large format exhibition label program to better serve visually impaired visitors.	Exhibition Designer	Have the first round of large format labels available for Fall 2022 exhibitions.	Visitor surveys and usage documentation by Information Aides	Costs covered within existing Curatorial budget
Create audio tours for Tier I exhibitions.	Exhibition Designer	Have first round of audio tours available for our primary Summer 2024 exhibition.	Visitor surveys and usage documentation by Information Aides	Costs covered within existing Curatorial budget; seek grant funding for additional technology as program grows
Renovate our historic	Director	2025	Project completion and	Mix of grant funding and

building for increased accessibility by creating a safer, more visible accessible entrance ramp.			building inspection to be overseen by our Historic Preservationist	state funding
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2. Grow membership participation in the new UWFHT integrated membership program by at least 5% annually.

ACTION	RESPONSIBILITY	TIMELINE	EVALUATION	RESOURCES
Develop marketing plan to better message benefits of unified membership program to museum visitors, both in-person and online.	Executive Director of Annual Giving and Institutional Communications	Through 2025	Visitor Experience Manager will measure membership growth each fiscal year	Staff time covered within existing operating budget; implementation costs covered by marketing budget
Create cohesive language across PMA and UWFHT websites to explain unified membership and ticketing benefits	Visitor Experience Manager	February 2023, to coincide with our annual <i>Members Show</i>	Successful update of websites; evaluation of understanding of member benefits included in member surveys executed by Visitor Experience Manager	Staff time covered within existing operating budget
Offer quarterly members-only programming such as VIP access to exhibitions, public programs, tours, and special events.	Curator of Education and Public Programs	2022-2023 Fiscal Year	Visitor Experience Manager will solicit membership surveys in July 2022 and July 2023 for feedback on success and engagement.	Revenue earned from memberships will help support member-specific programming, as well as our Special Events budget funded from earned revenue.

CURATORIAL GOALS

1. Increase public access to the permanent collection by purchasing and implementing EmbARK Web Kiosk.

ACTION	RESPONSIBILITY	TIMELINE	EVALUATION	RESOURCES
Coordinate with Gallery Systems and our web developer to integrate EmbARK Web Kiosk into our existing website.	Chief Curator	2022-2023 fiscal year	Successful implementation of EmbARK Web Kiosk with our website	Software and development costs have been allocated for 2022-2023 budget
Cleanup collections data in EmbARK for public launch.	Chief Curator	January-May 2023	Chief Curator will establish guidelines for data pushed to the website; successful cleanup and launch of these fields will signal completion of project	Staff time covered within existing operating budget; dedicated project intern through UWF

2. Increase awareness of PMA exhibitions and collection through development of exhibition catalogue series.

ACTION	RESPONSIBILITY	TIMELINE	EVALUATION	RESOURCES
Use five-year exhibition plan to earmark a catalogue project for each of the next three years. Update exhibition timeline to include publication workflow.	Chief Curator	December 2022	Completed plan updates and catalogue timeline	Staff time covered within existing operating budget
Edit and publish exhibition catalogues for selected	Chief Curator	Annually, through 2025	Completed catalogues; feedback about catalogues and exhibition takeaways to	Student labor through the UWF TAG Team will afford design and production of

exhibitions.			be included in visitor surveys; distribution to be factored into evaluation	catalogues; print budget sought through grants and UWF publishing collaboration; digital production covered through existing operating budget
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3. Increase diversity of permanent collection by ensuring that 10% of annual acquisitions are by BIPOC, minority, and underrepresented artists.

ACTION	RESPONSIBILITY	TIMELINE	EVALUATION	RESOURCES
Lead Collections Committee to research and seek out strategic acquisitions by BIPOC artists that strengthen our collection.	Chief Curator	Through 2025	Growth of BIPOC artists represented in collection to be determined as part of year-end acquisition reporting by Chief Curator	Allocate acquisition funds for purchases; staff time for processing and seeking artwork donations covered within existing operating budget

EDUCATION GOALS

1. Diversity audiences served by our educational programs through new onsite programming and outreach and extension programming.

ACTION	RESPONSIBILITY	TIMELINE	EVALUATION	RESOURCES
Develop and implement at least one new adult class or workshop each year.	Curator of Education and Public Programs	2022-2023 fiscal year, to continue annually after evaluating success	Curator of Education and Public Programs to annually assess the program offerings, taking in feedback from student evaluations and registration numbers	Staff time covered within existing operating budget; earned revenue from programs contribute to their sustainability

Meet with two or more local organizations each year to explore new partnerships and/or strengthen existing partnerships that support increased interaction to benefit the community.	Curator of Education and Public Programs	2022-2023 fiscal year, to continue annually after evaluating success	Curator of Education and Public Programs to annually assess community partnerships, taking in feedback from collaborating organization and participants	Staff time covered within existing operating budget
Develop and implement at least one outreach program with an outside partner organization per quarter.	Curator of Education and Public Programs	2022-2023 fiscal year, to continue annually after evaluating success	Curator of Education and Public Programs to annually assess community partnerships, taking in feedback from collaborating organization and participants	Allocation of existing Education operating budget to outreach programming; seek funding partnerships or grants for larger collaborations

2. Leverage strength of site-wide educational programming to increase school and group tour attendance by 5% each year.

ACTION	RESPONSIBILITY	TIMELINE	EVALUATION	RESOURCES
In collaboration with UWFHT education staff, create site-wide group tour options.	Curator of Education and Public Programs	New offerings developed by August 2023	Growth of tour attendance; considering feedback from participants through surveys.	Staff time covered within existing operating budget; tour revenue to contribute to long-term sustainability

AGENDA
Meeting of UWF Historic Trust
Property & Collections Committee
April 25, 2022
3:00 - 4:00 p.m.

Attendance: Mark Robertson, [Gregg Harding](#), Bill Lees, [Elizabeth Benchley](#), [Lori McDuffie](#), Rob Overton, [Ross Pristera](#), [Adrienne Walker](#), [Jessie Cragg](#)

1. Opening of Meeting

- Public Comment - none
- Review and Approval of Minutes from Previous Meeting: 02/28/2021
 1. **Motion to accept:** Mark moves to accept, Gregg seconds, approved

2. Reports

- Collections Report
 1. Gifts and Loans – Lori
 - Gifts
 1. TC #862 - photo album of Port Committee
 2. TC #863 - 2 Rudeen watercolor paintings
 3. TC #864 - 7 FL law and code booklets
 4. TC #865 - Apple cider wine press and fruit crusher
 5. TC #866 - Bicycle fishing reel & holder
 - Comments:
 1. Bill asked if Rudeen was a local; yes, Rob clarified we already have several of his works in the collection
 2. Mark asked if we had other fruit presses; Lori stated we do but they are on display and Wentworth items
 - **Motion to accept:** Bill motions to accept, Gregg seconds, approved
 - Loans
 1. San Carlos items to Regions for Repast Dinner on 4/24
 - **Motion to accept:** Gregg made motion to retroactively accept loan, Mark seconded, approved
 2. Exhibits Report – Jess
 - History of photography exhibit delayed; awaiting MOH building boiler to be fixed and humidity levels to get under control
 - Hutto exhibit closing May 30th; Regency textiles opening June 24th in its place
 - Great Gulf Coast Arts Fest 50th anniversary exhibit opening September 15th on 2nd floor of MOH; replacing Postcards
 - Maps closing mid-Sept; Spiritualism exhibit (joint with PMA) opening in its place
 - 2000 Men on 3rd floor closing in November; Team Sports exhibit in its place
 - Julee Cottage updated with FPAN interpretive panels

● Jane Peaden collection to open in Voices by April 29th

- Arcadia Report - Adrienne
 1. missing boards for sidewalk; discovered rotting joist issue so now working with Wescon to determine cause and repair
 2. currently residential zoning in place; working to get shifted to allow for events
 3. Fish & Wildlife aware of bear; awaiting trash cans and working with neighbors to spread awareness
- Archives Report - Adrienne
 1. increase in appointments
 2. working on hiring 2nd OPS to allow for appointments on Wednesdays
- Historic Preservation/Facilities Report
 1. Facilities Report
 - a. Fire marshal visit coming soon; aware of MOH sprinkler update needed and elevator sensor update needed - have 1 year to comply
 - b. MOH gas line fixed; boiler still out and awaiting part on backorder
 2. ARB Report - Ross & Gregg
 - good variance review & denied too-large private home construction project with lots of community turn out
 - demo review for East Hill house; issued 60 day delay and looking at restoration/move options
 - IHMC concept review for new campus building passed ARB; should be built in next 3 years
 1. Elizabeth raised concern about archaeology impact; Gregg mentioned it used federal funds; unsure if it will be surveyed before build
 - ARB upheld demo for Dollarhide building due to lack of plans
 - Reynolds Music Hall and old Escambia Co. school building moving forward with demo

3. Old Business

- Street Closure - Rob & Ross
 1. Met with city; city estimates between \$70,000 - 97,000 for diet construction. Working to get numbers down by removing some suggested plants
 1. potentially partially funded through state's 1 time funding bill, and partly through Trust funds
 2. Want to keep screw-in bollards as option for events/festivals
 3. Might need to add archaeology monitoring to cost depending on level of ground disturbance
- Train Covering Update - Ross
 1. Bids came in too far over budget; going back to concept stage to come up with less costly alternatives for materials/design
 2. Will bring back to committee when new concept completed

4. New Business

- Gregg asked if Trust received any push back from 5G tower installation on Bayfront near Barkley House; so far, no comments from public
- Rob requested wayfinding project be added to next meeting's agenda

5. Adjournment

- Next meeting scheduled for June 27, 2022